

**CITY OF WARREN REDEVELOPMENT AUTHORITY
REGULAR MEETING
JANUARY 16, 2014**

The regular meeting of the Redevelopment Authority was held on Thursday, January 16, 2014 at 11:00 AM in the Conference Room of the Municipal Building with Chuck Hayes presiding.

Members present were Tricia Durbin, Chuck Hayes and Randy Rossey. Mr. Kaemmerer arrived during the meeting. Michael Boyd was absent. Also present were Alan Gustafson, Building Codes; David Hildebrand, Planner/Development Administrator; Mary Ann Nau, City Administrator and Cindy Strandburg, Administrative Assistant.

MINUTES

Upon motion by Mr. Rossey and second by Mrs. Durbin, the minutes of the November 21, 2013 meeting were approved as presented.

VISITORS

Ben Kline – Warren Times Observer.
Greg Wilson – City of Warren Intern

ELECTION OF OFFICERS

Upon motion by Tricia Durbin and second by Randy Rossey, the Authority unanimously approved the following slate of officers for 2014:

Michael Boyd	Chairman
Randy Rossey	Vice-Chairman
Robert Kaemmerer	Treasurer

BUSINESS

Treasurer Report – it was reported that the Program Income Fund balance is \$12,916.76 and the General Fund balance is \$11,571.93. The following invoice was presented for payment:

City of Warren \$275.00(lawn care and snow removal)

Upon motion by Mrs. Durbin and second by Mr. Rossey, the invoice for \$275.00 to the City of Warren was unanimously approved for payment.

The Authority discussed what needs to be done to combine the two checking accounts into one. The Authority asked if contact could be made to Michael Boyd to ask if he could start the process of combining these account. Mrs. Strandburg stated that she will contact him.

The Authority was presented a Balance Sheet from the City's Finance Department.

Real Estate Agent Contract. Mrs. Strandburg stated that Tony Siliano from Real Living Avista contacted the City about renewing the real estate contract with the RDA for the 4 properties (302 Beech Street, 304 Beech Street, 702 West Fifth Avenue and 305 Division Street) and any new properties that are acquired by the Authority.

Upon Motion by Mr. Rossey and second by Mrs. Durbin, the Authority unanimously agreed to request bid proposals from local agents.

702 West Fifth Avenue. Mrs. Strandburg presented the real estate taxes for 2013 for 702 West Fifth Avenue. Mrs. Strandburg stated that when a property is purchased by the Authority, a letter is sent to the Tax Assessment Office requesting a tax reduction be done. However, this property was somehow missed and the Authority is still being billed for taxes.

Upon motion by Mrs. Durbin and seconded by Mr. Rossey, the Authority unanimously agreed to have a letter drafted up to request the taxes for 702 West Fifth Avenue be zeroed out.

305 Division Street. Mr. Gustafson stated that he did receive an inquiry about the possible purchase of 305 Division Street, however, the prospective buyer stated that there are up to 6 abandoned oil wells on the property. Mr. Gustafson suggested to the prospective buyer to write a letter to the Authority sighting the concerns about the possible wells and also plans on what they are looking to do with the property if it is purchased.

117 Beaty Street. Mrs. Freenock stated that the City has contacted the parents of both previous owners. Mrs. Freenock further stated that because the family of both previous owners are not willing to work with the City the property would have to be an open estate. Mrs. Freenock stated that this would require someone to be appointed administrator of the estate and a search of all assets to determine if other heirs exist. Finally, the person who is appointed administrator of the estate would have the power to sell the property. Mrs. Freenock also stated that the 2013 real estate taxes have not been paid.

Home Street School Property. In response to the Authorities questions, Mrs. Freenock stated that according to the initial letter from the developer, all buildings were to be finished in 2013. However, there was nothing enforceable in the language of the Agreement of Sale that could be enforceable to when construction is to start or when it is to be completed.

Redevelopment Authority Audit. Mrs. Freenock stated that the City has identified a new auditor, however, because the Authority does not work with grants or loans, it would be recommended that an audit for the Redevelopment Authority would not be required. Mrs. Freenock further stated that if there comes a time that an audit is necessary, then the City's auditing firm would be available at an additional cost.

ADJOURNMENT

There being no further business to come before the Authority, Mr. Hayes declared the meeting adjourned.